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Operations

DIVESTITURE POLICY



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This Operating Instruction (OI) prescribes the procedures and intent for divestiture at WR-ALC. The Divestiture and Process Improvement Program is an AFMC program providing the capability for personnel to eliminate and/or improve nonessential policies, processes and programs. Divestiture of nonessential activities is an integral part of Air Force Transformation. Many policies, processes, and/or programs were instituted for meaningful purposes in the past, but have remained in effect long past their usefulness. These non-value-added activities waste valuable resources, such as people, time, money, and materials and must be eliminated. The Divestiture and Process Improvement Program will eliminate or improve non-value added activities.

1. References:

- 1.1. Lieutenant General Richard Reynolds' Memorandum for ALHQCTR/CC & ALHQSTAFF, *Divestiture and Process Improvement Program*, 10 Feb 04
- 1.2. General Lester Lyles' Memorandum for ALHQCTR/CC and ALHQSTAFF, *Divestiture of Non-essential Added Policies, Processes and Programs*, 15 Jul 02
- 1.3. Brigadier General Michael A. Collings' Memorandum for WR-ALC Senior Staff, *New Initiatives and Processes*, 3 May 04.

2. Identifying & Initiating A Divestiture Candidate:

- 2.1. There are two avenues available to divest a process or program at WR-ALC. The preferred method is to identify and process divestiture candidates through the LEAN program. The divestiture program will be briefed at the beginning of each LEAN event and minimally include program purpose, access, and utilization. Divestiture candidates identified during LEAN events will be briefed during the official out-brief. The LEAN event team lead will input identified divestiture candidates into the AFMC Divestiture database.

2.2. The second method is for divestiture candidates not relating to the LEAN program. These items will be input directly into the AFMC Divestiture database system by individual submitters.

3. Inputting Or Reviewing A Divestiture Candidate:

3.1. Log onto AF Knowledge Now

(<https://afkm.wpafb.af.mil/ASPs/CoP/OpenCoP.asp?Filter=OO-RQ-TR-A1>)

3.2. On main screen, right hand section under “Special Interest”, click “Transformation” link

3.3. On AFKN Transformation COP main page, on left hand side (blue), under “Resources and Tools”.

3.3.1. Link for “Divestiture Database”

3.3.2. Link for “Divestiture New Submissions”

4. Completing The Divestiture Candidate:

4.1. XPT notifies submitter of divestiture candidate progress until it is divested, improved, withdrawn, and/or closed.

4.2. WR-ALC/CC/CV/CD are approving authorities for all divestiture candidates.

5. AFMC Divestiture Group And Board Meeting Processes.

5.1. AFMC Group meetings are usually held monthly and prior to the AFMC Board meeting.

5.1.1. Group meetings are intended to thoroughly research and discuss the divestiture candidates.

5.1.2. These teleconference meetings are held with all AFMC bases. The AFMC Group determines if a divestiture candidate is forwarded to the AFMC Board.

5.2. AFMC Board meetings are held after the Group meetings. Board meetings are utilized to discuss divestiture updates and make divestiture decisions. These video teleconference (VTC) meetings are held with all AFMC bases and chaired by AFMC/CV.

5.3. Meeting notices and read ahead slides will be delivered to all OPRs prior to each AFMC Group and Board meetings by XPT.

5.4. All WR-ALC organizational OPRs or designated representatives will attend AFMC Divestiture Group Meeting teleconferences, unless specifically exempted by XPT. All meeting attendees will meet at a central location determined by XPT. Read ahead slides will be provided prior to the meeting by XPT or from the WP-AFB/TR website.

6. Divestiture Responsibilities.

6.1. XPT will:

6.1.1. Maintain overall project responsibility.

6.1.2. Track and follow all divestiture candidates until divested, improved, withdrawn and/or closed.

6.1.3. Review all divestiture candidate inputs for content and format.

- 6.1.4. Send divestiture candidates to all OPRs for impact status.
- 6.1.5. Update and review divestiture database regularly.
- 6.1.6. Obtain command section approval for all divestiture candidates before release to AFMC/TR.
- 6.1.7. Determine if divestiture candidates can be approved locally.
- 6.2. The submitter will:
 - 6.2.1. Input divestiture candidate information into AFMC Divestiture database.
 - 6.2.2. Correct content and outline changes as directed by XPT.
- 6.3. WR-ALC/CC/CV/CD will:
 - 6.3.1. Be approval authority for all WR-ALC divestiture candidates.
 - 6.3.2. WR-ALC/CV is the AFMC Board representative for WR-ALC.
- 6.4. WR-ALC/XP will:
 - 6.4.1. Be AFMC Group representative for WR-ALC.
 - 6.4.2. Maintain/delegate divestiture program responsibilities.
- 6.5. Organizational OPRs will:
 - 6.5.1. Be assigned for every organization as requested by XPT.
 - 6.5.2. Prepare WR-ALC impact statements as requested by XPT.
 - 6.5.3. Attend AFMC Group meetings at a central location determined by XPT. All OPRs must attend unless specifically excluded by XPT.
 - 6.5.4. Attend AFMC Board meetings as requested by XPT.

STEPHEN L. DAVIS
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